

STATE OF UTAH

**OFFICE OF CHILD CARE (OCC)
DEPARTMENT OF WORKFORCE SERVICES**

**REQUEST FOR GRANT
FISCAL YEAR 2003
(July 1, 2002 through June 30, 2003)**

QUALITY IMPROVEMENT GRANTS

FOR

CHILD CARE PROGRAMS

Child Care Quality Improvement Grants

Request for Proposal (RFP)

Part 1: General Information

Background

The Department of Workforce Services, Office of Child Care (OCC) is soliciting proposals to increase the quality of child care services in currently operating child care programs. The Office of Child Care will make funding available to programs that want to improve the quality of the care they provide in a variety of ways. Programs may request funding to eliminate health or safety hazards, to increase the level of training for caregivers or to purchase learning and activity equipment and materials. The Department of Workforce Services will receive proposals ONLY during three time periods in this fiscal year: between **August 13 and 3:00 PM August 27, 2002** for Fall awards, between **December 17 and 3:00 PM December 31, 2002** for Winter awards and between **April 15 and 3:00 PM April 29, 2003** for Spring awards. Only one application per program will be accepted during each application period. Proposals will not be accepted before the opening date or after the closing date of each application period.

In order to be considered for a grant, the applicant must have an on-site program assessment completed by the local Child Care Resource and Referral Agency (CCR&R) and submit documentation from the Bureau of Licensing demonstrating compliance with the licensing requirements. The tools used to assess programs are the Infant/Toddler Environment Rating Scale (ITERS), Early Childhood Environment Rating Scale (ECERS), the School-Age Care Rating Scale (SACRS) and the Family Day Care Rating Scale (FDCRS).

Eligibility Requirements

Programs serving children between the ages of 4 weeks and 13 years are eligible to receive funding. Programs may apply for and receive Quality Improvement grants annually if funding is available. Eligible child care programs include:

- Licensed family and family group child care providers,
- Licensed child care centers,
- Licensed or license exempt school age child care programs.

Only programs that have been licensed for a minimum of one year may apply. License exempt school age child care programs must have been in operation for a minimum of one year before they apply. Programs currently receiving an Infant/Toddler Quality Improvement Grant, a School-Age Child Care Grant, or a Start-Up/Expansion Grant are not eligible. Child care providers who hold an Hourly Child Care Center license are not eligible for these grants. Programs will not be eligible to receive second Quality Improvement Grants until all other qualified applicants in the submittal pool have received at least one award.

To be eligible for these grants, licensed child care programs:

- Must not currently hold a conditional license from the Department of Health, and
- Must not have been on a conditional license in the past year.

Priority will be given to programs or providers who:

- Demonstrate knowledge of the Environment Rating Scales in their goals and plans of action,
- Address quality improvement in a variety of ways, including staff training and staff retention efforts,
- Focus on removing health and/or safety hazards from their programs,
- Include a plan for maintaining the proposed quality improvements in the future,
- Commit to quality improvements that do not require funding, such as increasing the quantity of verbal interactions or rearranging a classroom to create a protected block play area.

Prior participation in the Career Ladder and the Provider Achievement Award program will be used to break ties if grant applications receive identical scores. For staff in School Age programs: You may submit documentation of training offered through school districts or other recognized training organizations to be used as a tie-breaker. Each 40 hours of training is equivalent to one level on the Career Ladder.

Funding

Grants will be distributed statewide based on the geographic distribution of child care slots.

Programs may receive up to \$50.00 for each child care “slot” they provide. To determine the maximum amount a licensed program is eligible to receive, multiply the licensed capacity determined by the Department of Health by \$50.00. For license exempt school age programs, multiply the program’s average daily attendance for the three months prior to application by \$50.00. Total dollars requested must not exceed the number of children served multiplied by \$50.00.

A 10% provider match is required for this grant. Both cash and in-kind matches are allowed. See the Definitions on page 6 for more information on matching funds.

Programs must spend the grant within the 12 month grant period.

Evaluation of Applications

Applications will be evaluated by qualified review committees. Evaluations will be based on the criteria and priorities listed in this RFG. The committees may request additional technical assistance from other sources when evaluating applications. During the evaluation phase, the Contract Analyst shall reserve the right to enter into discussion with qualified applicants. The Review Committees will be comprised of individuals from the Child Care Resource and Referral (CCR&R) Agencies and the Office of Child Care. The review committees will evaluate proposals from providers located outside their CCR&R regions.

Grant Requirements

The intent of this RFG is to improve the quality of care provided to children in a variety of settings. Grant recipients will be required to comply with the following requirements.

1. Programs must not discriminate against children, families or staff based on race, religion, sex, age, national origin or disability.
2. Grant recipients may be required to attend a Grantee meeting held at the local Child Care Resource and Referral agency.
3. All grant recipients must register with their Child Care Resource and Referral Agency.
4. The Office of Child Care shall require statistics and program information from grantees.
5. Staff from the Office of Child Care shall have access to the program for site visits.
6. Grantees shall schedule assessments with the CCR&R staff to complete the final Environment Rating Scale within 30 days of the last completion date listed on the Plan of Action forms.
7. Grantees shall submit copies of receipts to document all purchases made with grant funds to the Office of Child Care within 30 days of the last completion date listed in their grant application.

8. Programs must be able to meet all applicable state and federal laws and regulations, including the Federal Office of Management & Budget (OMB) circulars for services.

Application Instructions

General Information

1. To obtain additional application forms contact the Office of Child Care at 801-526-4340 or 1-800-622-7390. Applications may also be picked up at the Office of Child Care, Department of Workforce Services, 140 East 300 South, Salt Lake City, Utah.
2. Questions regarding the proposal and application process may be addressed to the Office of Child Care at 801-526-4340 or 1-800-622-7390.
3. Costs incurred in the preparation and submission of proposals is the responsibility of the individual, organization or agency submitting the application and will not be reimbursed. Copies of the proposal become property of the State of Utah and will not be returned. Faxed copies will not be accepted.
4. **To submit your application, mail or hand deliver four copies of the application to Sharrif Dajany, Department of Workforce Services, Procurements and Contracts, 140 East 300 South, Salt Lake City, Utah, 84111. Applications MUST be received by 3:00 P.M. on the final date of the grant application period. Applications received outside the three application periods will not be reviewed for funding.**

Technical Requirements

Applications that do not follow these instructions will not be reviewed.

1. You must submit four (4) separate, legible copies to be used by the review committee.
2. Applications may be hand written or type written. If hand written, print clearly and legibly. If type written, use a 12 point type.
3. If your application is longer than five or six pages, you are encouraged to submit the applications in report folders with fasteners to prevent stapled pages from separating.
4. Each application packet must be placed in the following order:
 - a. Quality Improvement Grant Application Cover Sheet.
 - b. All Plan of Action Forms, in the order of the Rating Scale number.
 - c. A copy of the Technical Assistance Consultant Recommendation Form (it must have been completed no earlier than 6 months prior to application date).
 - d. A copy of the Environment Rating Scale score sheet completed by the Technical Assistance Consultant from your local CCR&R (it must have been completed no earlier than 6 months prior to application date).
 - e. A copy of your current child care license from the Department of Health or a letter from the Bureau of Licensing documenting your license exempt status. If you are license exempt, your “capacity” will be based on your Average Daily Attendance for the past three months. Attach documentation (for example, roll sheets with each day’s attendance totaled) to show how you determined your Average Daily Attendance.

Application Details

A complete application includes:

1. Cover Sheet: Fill out the cover sheet completely. If you are a family child care provider, do not list a name in the Program Name section. For family child care providers, your Federal Tax ID number is your Social Security number. For examples of brief descriptions of the focus of your quality improvement efforts, refer to the Frequently Asked Questions section on page 7.
2. Plan of Action Form: Complete one form for every item on the scale that you are committed to raising your score on. Number the pages in the bottom right hand corner.
 - Section A: List equipment you want to purchase, the store or catalog (vendor) you are purchasing it from and the cost. List your 10% match in the last column. You do not need to show a match for every item. Once you have shown a total 10% match, you can leave this column empty. List the total cost of all equipment items in the shaded box.
 - Section B: List the training you or other staff are going to attend to increase the score on each item. If a class covers more than one item on the scale, write the information once and write “see item #” on the other forms. List the names and job positions of all staff persons who will attend the training.
 - Section C: Each item on the Environment Rating Scale has indicators that are behavioral in nature. It takes time and practice to take the knowledge learned in classes and training sessions and implement it in classrooms or family child care homes. To be successful, caregivers need support in the form of monitoring or self-assessment. List your plans to support change for each indicator and briefly describe how you will monitor or assess change and how you will maintain those changes in the future. See Frequently Asked Questions for more information on numbering indicators.
3. CCR&R Technical Assistance (TA) Consultant Recommendation Form: The consultant will complete a rating scale focusing on the areas you wish to improve. After the scale is completed, the Consultant will meet with you and complete the Recommendation Form. Submit photocopies of the form with this grant application. You are not required to follow every recommendation when you apply for your grant. List only those activities you have chosen to commit to on the Plan of Action forms.

It is important to remember that the review committee will read the recommendations. If you are not following all the listed recommendations, it may be beneficial to attach an explanation. Explanations may not be longer than one page. See Appendix D for a sample TA Consultant Form.
4. Environment Rating Scale Score Sheet: The TA Consultant will provide you with a copy of the score sheet from the Environment Rating Scale that was completed at your program or home. Submit photocopies of the scoring sheet with the recommendations.
5. Career Ladder Certificates or past Provider Achievement Award certificates: Copies must be included in your application to be considered. Review committees may not have access to Office of Child Care records. For staff in School Age programs: You may submit documentation of training offered through school districts or other recognized training organizations to be used as a tie-breaker. Each 40 hours of training is equivalent to one level on the Career Ladder.
6. Licensing Status: A copy of your current and prior child care license from the Department of Health, Bureau of Licensing or a letter from the Bureau stating that the applicant is legally license exempt must be submitted. The copies of your child care licenses or other documentation are required to show that you have been licensed for at least one year.

Scoring System

The review committee will use the following guidelines when scoring applications:

1. Equipment purchases listed in Section A: Maximum of 35 points based on the following:
 - Are the choices age appropriate?
 - How financially reasonable are the choices? Are the choices of good quality without being extravagant?
 - How well do the choices reflect the recommendations of the TA Consultant?
 - Does the quantity of the items correspond to the TA Consultant's recommendations?
2. Training shown in Section B: Maximum of 30 points based on the following:
 - Is the training topic appropriate for the item?
 - How many hours of training are involved?
 - Are all of the appropriate caregivers attending the training?
 - For in-service training, what are the trainer's qualifications?
3. Commitment to behavioral changes shown in Section C: Maximum of 35 points based on the following:
 - How many changes is the applicant committing to?
 - How well developed is the plan to implement the changes?
 - Will the changes be made in a timely but realistic manner?
 - How will behavioral changes be maintained after the grant period?
4. Participation in the Career Ladder or the Provider Achievement Award program will be used to break any scoring ties. For staff in School Age programs: You may submit documentation of training offered through school districts or other recognized training organizations to be used as a tie-breaker. Each 40 hours of training is equivalent to one level on the Career Ladder.

Definitions

Average Daily Attendance: The average number of children who attend the center on a daily basis. To calculate this number, add the daily attendance over the required time period and divide that total by the number of days in the period that the program was in operation.

Child Care: Child care is care provided on a regular basis over a period of time, in lieu of what a parent would provide in a home. Preschool programs, drop-in/hourly child care facilities, open recreation programs, and after-school enrichment programs are not covered under this definition. After-school programs providing child care services must remain open until 5:00 p.m. or later, Monday through Friday, to serve the needs of working parents.

Conditional License: A license issued by the Bureau of Licensing, Department of Health for continuing or chronic failure to comply with the licensing rules or for serious breaches of the rules that results in potential or actual harm to children.

Child Care Resource and Referral (CCR&R): Child care support programs, partially funded by the Utah Office of Child Care, housed in local agencies. CCR&Rs provide training and Technical Assistance consultation for child care providers and operate parent referral services. See **Appendix A** to locate your local CCR&R agency.

Matching Funds or Provider Match

These are funds that the applicant already has or will have available to put toward their program. The funds may be cash or they may be “in-kind”, which is the dollar value of materials, supplies, or volunteer time, etc. The Quality Improvement Grant requires a 10% match. If you are requesting \$400.00, your match or contribution to the quality improvement efforts is \$40.00. Show your match on a Plan of Action form, Section A.

Environment Rating Scales: ITERS, ECERS, SACRS and FDCRS

The Environment Ratings Scales are the assessment tools being used by the Office of Child Care to measure the quality of care offered by programs across the state. All grants offered by the Office are tied to the scales. There are three scales for center based child care: The Infant Toddler Environment Rating Scale (the ITERS), the Early Childhood Environment Rating Scale (the ECERS) and the School-Age Care Environment Rating Scale (the SACRS). The Family Day Care Rating Scale (the FDCRS) is used for family and family group child care.

Child development and early childhood education researchers at the University of North Carolina developed the scales over the past several decades. The scales look at health and safety issues, the interactions between staff and children, and the space and equipment the children have available to them. The scores on these scales are better predictors of child outcomes than many other quality indicators such as staff to child ratio, group size or cost of care. The scales are being used in several projects in Utah. To learn more about the scales, visit the web site at: www.fpg.unc.edu/~ecers/. The scales can be ordered through most major early childhood education and supply catalogs (Redleaf Press, Lakeshore, Constructive Playthings, Environments), through your local bookstores or on-line at most major booksellers.

Technical Assistance (TA) Consultant: An employee of a Child Care Resource and Referral Agency who conducts quality assessments using the Environment Rating Scales and provides resources and consultation services to child care providers.

Frequently Asked Questions

1. On the Application Cover Sheet, it says I should briefly describe the focus of my quality improvement efforts. Can you give me a few examples of possible brief descriptions?
 - I am applying for a Provider Achievement Award (PAA) and need to improve my score on 5 items on the Family Day Care scale before I can submit my PAA application.
 - I want to increase my score on Item 15 (Books and Pictures) and Item 22 (Blocks) in all of the rooms in my center.
 - A caregiver in my three year old room is applying for a PAA and needs to raise her scores on Items 19, 22, 23 and 28. I also want to increase my scores on Item 2, Furniture for routine care, by purchasing chairs and tables that are the correct size for all of the rooms in my center.
2. In Section C of the Plan of Action form, I need to list the indicator number. What is an indicator on the Environment Rating Scale?

Indicators are the descriptions of quality that are listed under the inadequate, minimal, good and excellent column headings in the scale. In the ECERS, the indicator number is listed by each descriptive statement (the indicator). In the other scales, each indicator is marked by a dot or other symbol. To determine the number of the indicator, use the number above the column (1,3,5 or 7), add a decimal point, then add a 1 if it is the first descriptive statement under the column, a 2 if it is the second descriptive statement under the column heading, etc. Indicator numbers look like these: 3.2, 5.1 and 1.2. Your TA Consultant can show you how to put indicator numbers in your scale.

3. Can I use grant money on any quality improvement project?

Since these are federal funds, there are some limits on how you can use these funds.

- Funds can only be used to pay staff wages while they are attending training.
- Cost of registration fees for training offered through the statewide Child Care Resource & Referral Agency network, Universities and other professional association conferences is allowed. In-service training provided by center staff is not allowed, but may be counted towards the provider's match. Lodging and travel to out of state training is excluded.
- Grant funds cannot be used to purchase second hand equipment from any source.
- Grant funds may be used for minor improvements to facilities only if the improvement is required to bring the facility into compliance with state child care licensing rules, including the elimination of serious health and safety problems.

4. What are some examples of when a TA Consultant's recommendations and my grant application may not match?

- In one instance, a consultant recommended that a program purchase long sleeve painting smocks for a toddler group. Initially, the program thought this was a good idea. Later, the staff decided they didn't like the stiffness of the vinyl smocks and preferred to obtain long sleeve shirts to protect the toddler's arms during messy activities. The intent of the recommendation – to allow children to explore a variety of art materials more comfortably – is met with either smocks or shirts. It is a matter of personal preference and choice.
- Another example is with cushioning under play structures. There are a wide variety of cushioning options for preschool age children. When you meet with the TA Consultant, you may like an option that is written down on the recommendation form. Later, after pricing and looking at playground with a variety of surfaces, you may decide to change the type of cushioning you are choosing. The intent – that there is a cushioned fall zone – is still met.
- However, if a TA Consultant recommends cushioning tiles on a toddler playground, and you decide to ask for loose shredded rubber on your grant, the review committee will be aware that the loose fill is a choking hazard for one year olds. The intent – that safe cushioning is provided – cannot be met with all types of cushioning for this age group.

5. What happens if I have been a licensed family child care provider for many years but recently changed to a Residential Certificate?

You will not be eligible to apply for a Quality Improvement Grant until you have been licensed again for one whole year.

Quality Improvement Grant Application Cover Sheet

OFFICE OF CHILD CARE Department of Workforce Services

Applicant Name: _____ Federal Tax ID #: _____

Program Name: _____

Applicant Address: _____

Phone: (Business) _____ (Home) _____

(FAX) _____ (E-mail) _____

Type of Program:	_____ Child Care Center	_____ School Age Only Program
	_____ Family Child Care	_____ Family Group Child Care

Total Amount of Funding Requested: _____ Number of children served with the funds _____

What are the ages of the children who will be served with the grant money? _____

What Environment Rating Scale are you using? (circle one) ITERS ECERS SACERS FDCRS

Number of Plan of Action Forms attached: _____

Date of your first child care license _____ If license exempt, date when program opened _____

Has your program ever had a conditional **license? _____ If yes, what were beginning and ending dates of any conditionals licenses issued to you in the past five years. _____

** (do not include 30 day conditional licenses issued for failure to submit renewal paperwork before the deadline)

To be used as a tie-breaker (optional): Are you participating in the Career Ladder Program? _____ If yes, attach copies of all of the Career Ladder Certificates you have received. Centers should provide a list of all staff, their titles and copies of all of their staff Career Ladder Certificates. For staff in School Age programs: Submit documentation of training offered through school districts or other recognized training organizations. Each 40 hours of training is equivalent to one level on the Career Ladder

Briefly describe the focus of your quality improvement efforts:

Quality Improvement Grant Application Cover Sheet: Page 2

The following questions must be answered to determine your funding priority.

1. Is your child care program **currently** receiving any cash grants or any funding other than from parent fees or the Child Care Food Program? _____ Yes _____ No

If yes, what is the total dollar amount and the source of the outside funding you are receiving this calendar year? List the amounts from the largest to the smallest. Examples of outside funding include federal or state funds, corporate or private funds and charitable donations. Parent fees include payments through the Payment to Parents Program. Do not list Payment to Parents payments here. See Appendix C for an explanation of the Funding Priority System.

Amount of Funding	Source of Funding	Percentage of Your Total Budget for the Current Calendar Year
1.		
2.		
3.		
4.		
5.		
6.		

2. Has your program received a Quality Improvement Grant from the Office of Child Care any time from July 2002 to the present? _____ Yes _____ No

If yes, what month(s) and year(s) did you receive your previous Quality Improvement Grant(s)?

Month _____ Year _____

Month _____ Year _____

3. Are you currently receiving an Infant/Toddler Quality Improvement Grant, a School Age Grant or a Start-Up / Expansion Grant from the Office of Child Care? _____ Yes _____ No

Applicant Signature

Applicant Title

Date

Quality Improvement Grant Application: Plan of Action Form

Complete one page for each item of the scale that you are going to improve during this grant period.

Scale: _____ Item Number: _____ Current Score: _____ Score you want to reach this year: _____

Section A: List all equipment purchases needed to increase item score:

Equipment: list individual items to be purchased	Source: Vendor Name	Total Cost	Grant request	Provider Match
Totals:				

Section B: Describe any training, related to this item, that you or your staff will attend:

Training Topic: _____ Type of training: CCR&R _____ In-service _____ Other _____		
Start Date: _____ End Date: _____ Length of class (number of hours): _____		
For inservice & other training, list name & qualifications of trainer: _____		
List staff who will attend: _____		
Cost of Training:	Grant Request:	Provider Match:

Section C: List behavioral changes related to this item to be made by caregivers & a plan for creating the change:

Indicator number	How changes will be made (reminders posted, staff meetings, weekly monitoring, training, mentoring, etc.)	Monitoring Plan	Completion Date	Maintenance Plan

Appendix A: Agencies of Interest

Office of Child Care

Department of Workforce Services (DWS)
140 East 300 South
Salt Lake City, UT 84111
801-526-4340 or 1-800-622-7390

Child Care Resource and Referral Agencies

Bridgerland Region: Box Elder, Cache & Rich Counties

435-797-1552/ 800-670-1552

Northern Region: Davis, Morgan & Weber Counties

801-626-7837 or toll free at 888-970-0101

Metro Region: Salt Lake & Tooele Counties

801-355-7444 or toll free at 800-839-7444

Mountainland Region: Summit, Utah & Wasatch Counties

801-863-8220 or toll free at 800-952-8220

Western Region: Beaver, Garfield, Iron, Juab, Kane, Millard, Piute, Sanpete, Sevier, Wayne and Washington Counties

St. George: 435-628-4843

Cedar City: 435-586-8722

Richfield: 435-893-8333

Toll Free: 800-543-7527

Eastern Region: Carbon, Daggett, Duchesne, Emery, Grand, San Juan & Uintah Counties

435-613-5619 or toll free at 888-637-4786

Department of Health, Bureau of Licensing

P.O. Box 142003
Salt Lake City, Utah 84114-2003.
801-538-9299 or 1-888-287-3704
web site: health.utah.gov/licensing/

Appendix B
Timetable for Child Care Quality Improvement Grants for Fiscal Year 2003

Fall Applications:

- Due in the Office of Child Care between August 13, 2002 and August 27, 2002. Applications must be received no later than **3:00 PM** on August 27, 2002.
- Awards will be announced by September 30, 2002
- Funds will be disbursed or Grant Agreements issued by October 15, 2002.
- The Grant Period ends September 30, 2003.

Winter Applications:

- Due in the Office of Child Care between December 17, 2002 and December 31, 2002. Applications must be received no later than **3:00 PM** on December 31, 2002.
- Awards will be announced by January 31, 2003.
- Funds will be disbursed or Grant Agreements issued by February 14, 2003.
- The Grant Period ends January 31, 2004.

Spring Applications:

- Due in the Office of Child Care between April 15, 2003 and April 29, 2003. Applications must be received no later than **3:00 PM** on April 29, 2003.
- Awards will be announced by May 30, 2003.
- Funds will be disbursed or Grant Agreements issued by June 15, 2003.
- The Grant Period ends May 31, 2004.

Appendix C: Funding Priorities

This appendix explains how the information you provide on page 2 of the Application Cover Sheet will be used to prioritize grant funding.

Priority for grant funding will be given to those programs who do not have sources of funding other than parent fees and the child care food program, and who have not previously received a Quality Improvement Grant from the Office of Child Care.

1. If a provider is receiving outside funding in the present calendar year (if they answered "yes" to Question #1), they would not be funded ***unless*** there is money left over in this round of funding after everyone who is not receiving outside funding (who answered "no" to Question #1), and whose application meets the minimum requirements, has been funded.
2. If everyone who is not receiving outside funding (who answered "no" to Question #1) has been funded, and there is money left in this round of funding, then programs receiving outside funding (who answered "yes" to Question #1) would be eligible to receive a grant, starting with those who are receiving the least % of their total operating budget in outside funding. (Provided their applications meet the minimum requirements.)
3. If a provider is not receiving any outside funding, but has received a previous Quality Improvement Grant from OCC (if they answered "no" to Question #1, but "yes" to Question #2), they would not be funded ***unless*** there is money left over in this round of funding after everyone who has not yet received a grant (who answered "no" to Question #2), and whose application meets the minimum requirements, has been funded.
4. If funding is left over in this round of funding after everyone who has not yet received a previous Quality Improvement Grant (who answered "no" to Question #2), has been funded, then those who have previously received a grant (who answered "yes" to Question #2) can be funded, starting with those who have received the fewest previous grants, and who have waited the longest since receiving their previous grant(s). (Provided their applications meet the minimum requirements.)

Appendix D

CCR&R Technical Assistance Consultant Recommendations

Provider Name & Address: _____

Type of Provider: _____ Center _____ Family Observation Date: ____/____/____ Consultation Date: ____/____/____

Name(s) of Providers Observed: _____

Scale(s) Used: _____ Consultant's Name: _____

Scale Item #: _____ Current Score _____ Desired Score _____ Target Date for Desired Score: ____/____/____

Recommendations to increase score (include any recommendations for training, provider interactions, behavioral changes, room arrangement, staff monitoring, equipment purchases, etc.):

SAMPLE

Follow-up (to be completed by CCR&R Consultant): Follow-up Date: ____/____/____ Score: _____ Initials: _____

Scale Item #: _____ Current Score _____ Desired Score _____ Target Date for Desired Score: ____/____/____

Recommendations to increase score (include any recommendations for training, provider interactions, behavioral changes, room arrangement, staff monitoring, equipment purchases, etc.):

SAMPLE

Follow-up (to be completed by CCR&R Consultant): Follow-up Date: ____/____/____ Score: _____ Initials: _____

Caregiver/Provider Signature

Center Director Signature (or N/A)
Technical Assistance Consultant

Environment Rating Scales

Ordering Information

Following is a list of sites you can order the scales from.

They cost about \$13.00 a book. There are four different editions: The Early Childhood Rating Scale, the Infant/Toddler Rating Scale, the School-Age Care Rating Scale, and the Family Day Care Rating Scale.

You may also visit the Frank Porter Graham Child Development Center for more information on the scales at <http://www.fpg.unc.edu/~ecers/>

TEACHERS COLLEGE PRESS 1-800-575-6566
http://www.teacherscollegepress.com/assessment_materials.html

REDLEAF PRESS 1-800-423-8309

KAPLAN 1-800-334-2014
<http://catalog.kaplanco.com>

ENVIRONMENTS, INC. 1-800-IE-CHILD
www.eichild.com

BARNES AND NOBLE 1-800-THE-BOOK
www.barnesandnoble.com

AMAZON
www.amazon.com